

*The Meadows at Melody Ranch*  
*Homeowner's Association*

Board of Director's Meeting  
Monday, March 23<sup>rd</sup>, 2009, 5:00 pm  
Minutes

Call to Order 5:03 pm

Board Members Present:

David Quinn  
Bob Hammond  
Brett Kroger  
David Kaufman  
Rich Bloom

Others:

Brian Stepek  
Robbi McCain – GTPM  
Tina Korpi – GTPM  
Cynthia Wiley – GTPM

1) Homeowners' Time –

- a) Letter from homeowners: Reviewed letter in regards to the bike path maintenance.  
RE: Lack of maintenance this winter. HOA will pay more attention next year.  
GTPM was asked to correspond with the homeowners.
- b) Rich Bloom/Holly Balogh: Kurt Anselmi's replacement –  
Holly was not available due to illness. The board was comfortable in proceeding to make a decision. Brett Kroger motioned to appoint Rich Bloom to the board. Bob Hammond seconded with nobody opposing. Rich Bloom will carry out Kurt Anselmi's term which ends March 2010.

2) Approval of February 10<sup>th</sup>, 2009 Minutes

Brett Kroger made motion to approve, David Q. seconded, all in favor of approving minutes.  
Rich Bloom abstained.

3) Approval of March 2<sup>nd</sup>, 2009 Annual Meeting Minutes

Annual Meeting Minutes needed some adjustments. Tabled. We will approve the minutes via email.

4) Report of Officer

- a) Secretary Treasurer
  - i) Financial Review – February 2009 from HOA QuickBooks –  
Remove the voided check for Jorgensen off the account. Robbi will check to make sure we received the \$9,000 credit from Wyoming Landscape. David

Kaufman was concerned about a bill from Lower Valley Energy. The water tank has the address of an outbuilding that belongs to the developer. David Quinn will look into this. David Kaufman Motions to table the financials.

- b) Rich Bloom was concerned about the cash accounts and the FDIC limits. Robbi informed the board of the \$250,000 limit until the end of this year. Rich does not think the HOA should have more than \$250,000 at one bank. Bob thought it would be a good idea to look at a secondary bank. Robbi will look at different rates at the different banks and email it out to the board. Rich was also concerned about why the landscape reserve account wasn't collecting interest. Robbi informed him that the monies in that account doesn't belong to the HOA therefore the HOA can't collect interest. Rich wanted to know who pays the bills. GTPM is paying the bills and Brett Kroger signs the checks. Only one signature is required.
- c) Robbi and Brett agreed upon what Robbi will submit to the Board every month: balance sheet, income statement for the month vs. the budgeted for the month, year to date actual vs. year to date budget.
- d) 120 Past Due on HOA dues. Tina discussed with all the need for a written policy for delinquent accounts and will send the board a collection policy to be reviewed.

#### 5) Architectural Review Committee

- a) Brian Stepek – The ARC's recommendation is to approve the current plans. David Kaufman moved for the board to approve the plans. Brett Kroger seconded. All in favor.

#### 6) GTPM

- a) Draft of GTPM & Melody Ranch Management Agreement  
Tina gave all members of the Board a draft agreement for review and asked all members to review and submit changes so the final draft could be signed.
- b) Requesting CC& R's, Design Guideline, Rules & Regulations and all amendments.  
Tina asked for David Quinn to supply the documents to GTPM so they could begin enforcement. David Quinn asked GTPM to email request.

#### 7) Violations

- a) Christmas Lights – Waiting for documents that discuss Christmas lights. If HOA does not have the document, new policy will need to be voted on by the Board.
- b) GTPM has been doing bi-weekly drive through. We need the rules & regulations before we can start writing letters to homeowners. GTPM requested this from David Quinn.

#### 8) Landscape Review Committee

- a) Two Names - GTPM to contact JR Berezay & Lenor Taggart and invite them to the next BOD meeting.
- b) Start Date – Inspections will start in June 2009
- c) GTPM needs a list of the landscape deposit. Leslie from Thompson & Palmer should have it.

9) Old Business

10) New Business

- a) David Larson Letter / Tap Fees – David Quinn is meeting with Dave Larson at 3:30 on Wednesday. David Quinn invited the board and GTPM to come.
- b) Transition Issues – Section 3.8, A - M in the CC&R's gives you a good description of everything the HOA needs.
- c) Maintenance Position Resumes  
Jay was hired by Wyoming Landscape. GTPM can do a cost analysis on contract work or hiring our own maintenance guy. Tina will come up with a scope of work that needs to be done and getting bids on it. From there the board can then decide whether or not they want to contract out or pursue hiring their own maintenance guy. Tina did not recommend hiring a maintenance individual but rather subcontracting out the job due to several factors.
  - i) Late in the year to begin the process
  - ii) Possibly large start up cost.
  - iii) Storage of equipment
  - iv) GTPM new on job this year so adding a maintenance person who is new on the job also could make for a rough transition year.
- d) News Letter & Website  
Website has been updated. Still needs some work but it is coming along.  
News letter will be written quarterly and posted to the website. Currently the GTPM Introduction letter is listed on the web page.

11) Adjournment @ 7:12 pm